

CONFIDENTIAL

DDA 76-2651

26 MAY 1976

MEMORANDUM FOR: DDCI Designate

FROM : John F. Blake  
Deputy Director for Administration

Hank:

May I suggest the following additional briefings on matters which I consider have significance in this Directorate:

a. Office of Finance

[Redacted]

25X1A

--Status of CIARDS

b. Office of Communications

--Assessment of R&D communications

[Redacted]

25X1A

c. Office of Training

--Blake/Nelson program for greater DDO participation in operational training

--Critique of MOTC training

[Redacted]

25X1A

25X1A

All three of these offices are located in external buildings, i.e., Finance in Key, Communications in [Redacted] I believe there would be merit in your going to these external locations both to see the real estate (although you certainly know Key Building) plus to give visibility to the employees who are located there. May I further suggest we leave the arrangements of time to our respective secretaries. In each case about one hour's time should be sufficient.

25X1A

[Redacted]

25X1A

25X1

John F. Blake

(EXCERPT)

Knock/DD ET

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[Redacted]

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Distribution:

Orig & 1 - Addressee  
1 - Director of Finance  
1 - Director of Communications  
1 - Director of Training

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